

**ETHICS COMMISSION
CITY AND COUNTY OF HONOLULU**

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KIRK CALDWELL
MAYOR



JAN K. YAMANE
EXECUTIVE DIRECTOR
AND LEGAL COUNSEL

AMENDED AGENDA

Date: November 15, 2017
Time: 11:30 a.m.
Place: Kapālama Hale
1st Floor Conference Room
925 Dillingham Boulevard
Honolulu, Hawaii'i 96817

2017 NOV -9 AM 9:40

C & C OF HONOLULU

**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO SPEAK
AND/OR SUBMIT WRITTEN TESTIMONY ON ANY AGENDA ITEM**

ORDER OF BUSINESS

I. Call to Order, Public Notice, Quorum

II. New Business

A. Chair's Report

1. Announcements, Introductions, Correspondence, and Additional Distribution
2. For Action: Approval of Open Session Minutes of September 20, 2017
3. For Action: Approval of Executive Session Minutes of September 20, 2017

The Commission may convene an executive session pursuant to Section 92-5(a)(4), Hawaii Revised Statutes (HRS), to consult with the Commission's attorneys regarding questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

B. Executive Director and Legal Counsel's Report

1. Staff Work Reports Summary
 2. Statistics
 - a. Website Sessions
 - b. Complaints and Requests for Advice, FY2018 (by quarter)
 - i. Complaints, FY2015 – FY2018 (by quarter)
 - ii. Requests for Advice, FY2015 – FY2018 (by quarter)
 3. Budget
 - a. FY2018 Operating Budget – None
 - b. FY2019 Operating Budget Request – None
 4. Education and Outreach
 - a. Ethics Training Program – Update
 - b. US State Department, Professional Fellows Program – Ms. Tetiana Kheruvimova – Report
 - c. University of Hawai'i at Mānoa, Master's in Public Administration, Class on Leadership and Ethics – Report
 5. Audit – None
 6. Legislation – None
 7. Education Opportunities
 - a. Society of Corporate Compliance and Ethics (SCCE), 16th Annual Compliance & Ethics Institute, October 15-18, 2017 – Report
 - b. Common Cause, *Ethics in Government: Theory or Practice?*, November 7, 2017, BoxJelly and Live Streamed on Facebook – Report
 - c. Council on Government Ethics Laws (COGEL), Annual Conference, December 3-6, 2017, Sheraton Centre Toronto, CA
- III. Executive Session (The following agenda items will be reviewed in executive session pursuant to Section 92-5(a)(4), HRS, to consult with the Commission's attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities and liabilities.)
- A. For Discussion: Kealoha vs. Totto, Civil No. 16-1-1166 GWBC in the Circuit Court of the First Circuit, State of Hawai'i, and Civil No. 1:16-CV-16-00682 JMS-KSC in the United States District Court for the District of Hawai'i
 - B. Independent Ethics Investigator Retained Due to Conflict of Interest – None
 - C. For Discussion: Administration of the Ethics Commission's Budget and Research on the Term *Administrative Purposes*, as Stated in Revised Charter of Honolulu Section 11-107

D. For Discussion: Request for Reconsideration of Ethics Investigation Conclusion
Letter Dated October 6, 2017, Pursuant to *Ethics Commission Rules of Procedure*
Section 5.5(2)(b)

IV. For Discussion: Strategic Planning

A. Draft Incorporating Comments Received (dated November 15, 2017)

V. Adjournment

SPEAKER REGISTRATION

Prior to the Day of the Meeting: Persons wishing to testify are requested to register their name, phone number and agenda subject matter via email at ethics@honolulu.gov; or by calling 768-7787 or 768-7791.

On the Day of the Meeting: Persons who have not registered to testify by the time the Commission meeting begins will be given the opportunity to speak on an item following the oral testimonies of the registered speakers.

Each speaker is limited to a three-minute presentation on each item.

WRITTEN TESTIMONY

Prior to the Day of the Meeting: Testimony may be emailed to ethics@honolulu.gov or faxed to 768-7768.

On the Day of the Meeting: Submit 10 copies of written testimony to Commission staff.

Individuals who require special needs accommodations are invited to contact the Honolulu Ethics Commission at 768-7787, via facsimile at 768-7768, or email ethics@honolulu.gov at least **4 working days** in advance of the meeting.

All handouts will be posted at www.honolulu.gov/ethics/meetings.html